

Charter
U.S. Air Force Scientific Advisory Board

1. Committee's Official Designation: The Committee shall be known as the U.S. Air Force Scientific Advisory Board ("the Board").
2. Authority: The Secretary of Defense, in accordance with the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. §102-3.50(d), established this discretionary Board.
3. Objectives and Scope of Activities: The Board shall provide the Secretary of Defense and the Deputy Secretary of Defense, through the Secretary of the Air Force, independent advice and recommendations on matters relating to the Department of the Air Force's scientific, technical, manufacturing, acquisition, logistics, and business management functions, as well as other Department of the Air Force related matters as determined by the Secretary of the Air Force.
4. Description of Duties: The Board shall provide independent advice and recommendations to the Secretary of Defense, Deputy Secretary of Defense, and the Secretary of the Air Force, to include the Secretary of the Air Force's senior leadership as determined by the Office of the Secretary of the Air Force, and shall:
 - a. Conduct studies on topics deemed critical by the Secretary of the Air Force and the Chief of Staff of the Air Force;
 - b. Recommend application of technology to improve U.S. Air Force capabilities; and
 - c. Provide an independent review of the quality and relevance of the U.S. Air Force science and technology program.

The Board is not established to advise on individual Department of Defense (DoD) or Department of the Air Force procurements, but instead shall be concerned with pressing and complex technology and business management issues facing the Department of the Air Force in the areas referenced in paragraph three above.

No matter shall be assigned to the Board for its consideration that would require any Board member to participate personally and substantially in any specific procurement or place him or her in the position of acting as a contracting or procurement official.

5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of Defense and the Deputy Secretary of Defense, through the Secretary of the Air Force. The Secretary of the Air Force, pursuant to DoD policies and procedures, may act upon the Board's advice and recommendations.
6. Support: The DoD, through the Office of the Secretary of the Air Force, shall provide support for the Board and shall ensure compliance with the requirement of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and established DoD policies and procedures.

Charter
U.S. Air Force Scientific Advisory Board

7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$3,000,000. The annual personnel cost to the DoD is 8.0 full-time equivalents.
8. Designated Federal Officer: The Board's Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, designated in accordance with established DoD policies and procedures.

The Board's DFO is required to be in attendance at all Board and any subcommittees meetings for the entire duration of each and every meeting. However, in the absence of the Board's DFO, a properly approved Alternate DFO, duly designated to the Board according to established DoD policies and procedures, will attend the entire duration of the Board or subcommittees meetings.

The DFO, or the Alternate DFO, shall call all meetings of the Board and its subcommittees; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Board will meet at the call of the Board's DFO, in consultation with the Board's Chair. The estimated number of Board meetings is four per year.
10. Duration: The need for this Board is on a continuing basis; however, it is subject to renewal every two years.
11. Termination: The Board shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense or the Deputy Secretary of Defense renews its charter.
12. Membership and Designation: The Board shall be composed of no more than 20 members who are eminent authorities in one or more of the following disciplines: science, technology, manufacturing, acquisition, logistics, and business management functions, as well as other matters of special interest to the Department of the Air Force. These individuals are also distinguished members of the science and technology communities, Federally Funded Research and Development Centers, National Laboratories, industry, and academia (universities and colleges).

The appointment of Board members will be authorized by the Secretary of Defense or the Deputy Secretary of Defense and administratively certified by the Secretary of the Air Force, for a term of service of one-to-four years, with annual renewals, in accordance with DoD policies and procedures. Members of the Board who are not full-time or permanent part-time Federal officers or employees will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. Board members who are full-time or permanent part-time Federal officers or employees will be appointed pursuant to 41 C.F.R. §102-3.130(a) to serve as regular government employee (RGE) members. No member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve

Charter
U.S. Air Force Scientific Advisory Board

more than two consecutive terms of service on the Board, to include its subcommittees, or serve on more than two DoD federal advisory committees at one time.

Each Board member is appointed to provide advice on behalf of the government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

The Secretary of the Air Force has the delegated authority to appoint the Board's leadership from among the membership previously appointed to the Board according to DoD policies and procedures and, in doing so, will determine the leader's term of service, which will not exceed the member's approved term of service.

The Secretary of the Air Force, pursuant to DoD policies and procedures, may appoint, as deemed necessary, non-voting consultants as subject matter experts (SMEs) to provide special expertise to the Board. These SMEs, if not full-time or permanent part-time Federal officers or employees, shall be appointed under the authority of 5 U.S.C. § 3109, shall serve as SGEs, and shall be appointed on an intermittent basis to work specific Board-related efforts. Such individuals shall not have any voting rights, shall not participate in the Board's deliberations, and shall not count toward the Board's total membership.

Except for reimbursement of official Board-related travel and per diem, Board members serve without compensation.

13. Subcommittees: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups to support the Board. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Secretary of the Air Force, as the DoD Sponsor.

Such subcommittees shall not work independently of the Board and shall report all their recommendations and advice solely to the Board for full deliberation and discussion. Subcommittees, task forces, or working groups have no authority to make decisions and recommendations, verbally or in writing, on behalf of the Board. No subcommittee or any of its members can update or report, verbally or in writing, directly to the DoD or any Federal officers or employees. If a majority of Board members are appointed to a particular subcommittee, then that subcommittee may be required to operate pursuant to the same notice and openness requirements of the FACA which govern the Board's operations.

Pursuant to Secretary of Defense policy, the Secretary of the Air Force is authorized to administratively certify the appointment of subcommittee members if the Secretary of Defense or the Deputy Secretary of Defense has previously authorized the individual's appointment to the Board or another DoD advisory committee. If this prior authorization has not occurred, then the individual's subcommittee appointment must first be authorized by the Secretary of Defense or the Deputy Secretary of Defense and subsequently administratively certified by the Secretary of the Air Force.

Subcommittee members will be appointed for a term of service of one-to-four years, subject to annual renewals; however, no member shall serve more than two consecutive terms of service

Charter
U.S. Air Force Scientific Advisory Board

on the subcommittee. Subcommittee members, if not full-time or permanent part-time Federal officers or employees, will be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as SGE members. Subcommittee members who are full-time or permanent part-time Federal officers or employees will be appointed pursuant to 41 C.F.R. §102-3.130(a) to serve as RGE members.

The Secretary of the Air Force has the delegated authority to appoint the leadership of any appropriately approved subcommittees from among the membership previously appointed to the subcommittee according to DoD policies and procedures and, in doing so, will determine the leader's term of service, which will not exceed the subcommittee member's approved term of service.

Each subcommittee member is appointed to provide advice on behalf of the Government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

With the exception of reimbursement of travel and per diem as it pertains to official travel related to the Board or its subcommittees, Board subcommittee members shall serve without compensation.

All subcommittees operate under the provisions of the FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

Currently, the Secretary of the Air Force has approved the following four permanent subcommittees to the Board. The requisite subcommittee member qualifications and points of views are similar to those required for Board members.

- 1) Basic Sciences Subcommittee shall be composed of no more than 15 members to advise the Board on the application of technology to improve Air Force capabilities and to provide an independent review of the quality and relevance of the science and technology program at the Air Force's Research Laboratory with a focus on basic sciences such as physics, materials science, mathematics, biology, and psychology.
- 2) Defense Operations and Systems Subcommittee shall be composed of no more than 15 members to advise the Board on the application of technology to improve Air Force capabilities and to provide an independent review of the quality and relevance of the science and technology program at the Air Force's Research Laboratory with a focus on Air Force operations and communication technology.
- 3) Information Systems Subcommittee shall be composed of no more than 15 members to advise the Board on the application of technology to improve Air Force capabilities and to provide an independent review of the quality and relevance of the science and technology program at the Air Force's Research Laboratory with a focus on sensors, electronic warfare, and cyber and computer systems.
- 4) Vehicle Systems Subcommittee shall be composed of no more than 15 members to advise the Board on the application of technology to improve Air Force capabilities and to provide an independent review of the quality and relevance of the science and technology program

Charter
U.S. Air Force Scientific Advisory Board

at the Air Force's Research Laboratory with a focus on aircraft and space systems,
guidance, navigation, and control, and propulsion.

14. Recordkeeping: The records of the Board and its subcommittees shall be managed in accordance with General Record Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).
15. Filing Date: May 21, 2016